

CITY OF ROCHESTER, NH
31 Wakefield St. Rochester, NH 03867
INVITATION TO BID

City of Rochester, NH is soliciting a competitive bid;

1. **BID: Bid 23-06 Sidewalk Tractor Plow and Snow Blower**
2. **BID Submission Options-Hardcopy, or Electronically:**
 - a) Submit Hardcopy via USPS, FEDEX, or UPS: City of Rochester, NH, Purchasing Agent 31 Wakefield St. Rochester, NH 03867. Reference **Bid 23-06** on package. No in-person drop offs.
 - b) Submit Electronically via Email: RFP23-06@rochesternhnet.onmicrosoft.com
Include in Email subject line: **Bid 23-06**. An automated email confirmation will be generated to bidder once bid has been received. It is bidder's responsibility to ensure proper email submission of bid, and to monitor for the confirmation email.
3. **Bid Receipt Date & Time:** No later than **August 30, 2022 at 5:00pm.**
4. **Bid Opening Date & Time:** **August 31, 2022 at 3:00pm.** Opening will be conducted virtually via City of Rochester's Government Channel Video on Demand-Live Stream broadcast <https://rochesternh.viebit.com/?folder=ALL>. Select Live Stream top center. Local broadcast will also occur on Atlantic Broadband cable government channel #26.
5. **Bid Specifications, Questions & Addendums (Q&A):** Can be obtained by visiting <https://rochesternh.net/bids> see **OPEN BIDS** section. Or contact City of Rochester, NH Purchasing Agent 31 Wakefield St. Rochester, NH 03867, purchasing@rochesternh.net, 603-335-7602. Note Q&A updates will end one week prior to bid opening.
6. **Bid Results:** Results can be obtained at <https://rochesternh.net/bids>, in **CLOSED BIDS** section. Select the specific bid to see all results, or contact Purchasing Agent.

**CITY OF ROCHESTER NH
SPECIFICATIONS
Sidewalk Tractor plow and snow blower
Articulating 4 Wheel Drive Tractor**

The City of Rochester, NH are accepting bids for a new multi-purpose Sidewalk tractor, plow and Snow Blower with the minimum specifications below or equivalent. Pages 1-6 must be completed and returned with the bid form page 12.

Sidewalk tractor plow and snow blower Articulating 4 Wheel Drive Tractor		
<u>Dimensions & Weights</u>	YES	NO
Overall length should not exceed 145.5"	<input type="checkbox"/>	<input type="checkbox"/>
Overall width should not exceed 49"	<input type="checkbox"/>	<input type="checkbox"/>
Overall height should not exceed 85" including roof guard.	<input type="checkbox"/>	<input type="checkbox"/>
A/C unit should not be roof mounted and should not add any additional height to the vehicle.	<input type="checkbox"/>	<input type="checkbox"/>
Rear deck height should not exceed 42inch	<input type="checkbox"/>	<input type="checkbox"/>
Rear load platform length: maximum 55.5 inch	<input type="checkbox"/>	<input type="checkbox"/>
Wheel base to be a minimum of 75"	<input type="checkbox"/>	<input type="checkbox"/>
Unlade weight should not exceed 5750 lbs	<input type="checkbox"/>	<input type="checkbox"/>
Front axle capacity: minimum 5071 lb.	<input type="checkbox"/>	<input type="checkbox"/>
Rear axle capacity: minimum 5511 lb.	<input type="checkbox"/>	<input type="checkbox"/>
Towing capacity, braked trailer: maximum 7716lb	<input type="checkbox"/>	<input type="checkbox"/>
Gross vehicle weight: maximum 7716 lb.	<input type="checkbox"/>	<input type="checkbox"/>
Outer turning radius should not exceed 124 inch	<input type="checkbox"/>	<input type="checkbox"/>
Inner turning radius should not exceed 65.5 inch	<input type="checkbox"/>	<input type="checkbox"/>
Chassis oscillation: +/- 5 degrees	<input type="checkbox"/>	<input type="checkbox"/>
Minimum cabin volume: 1.8 yd ³	<input type="checkbox"/>	<input type="checkbox"/>
Front-mount for attachments should be a 3 point linkage of standard Category 1 and 2 (adjustable)	<input type="checkbox"/>	<input type="checkbox"/>

Rear load platform positioned above rear-mounted engine	<input type="checkbox"/>	<input type="checkbox"/>
Unit should have rear mounted vertical attachment frame to carry rear overhung attachments, such as a drop sander	<input type="checkbox"/>	<input type="checkbox"/>
<u>Engine</u>	YES	NO
4 cylinder diesel engine	<input type="checkbox"/>	<input type="checkbox"/>
Power: minimum 70HP, maximum 80HP	<input type="checkbox"/>	<input type="checkbox"/>
Torque: minimum 220 lbf-ft @ 1400 RPM	<input type="checkbox"/>	<input type="checkbox"/>
Meets Tier 4 final emissions standards with DOC only.	<input type="checkbox"/>	<input type="checkbox"/>
Engine must meet Tier 4 Final requirements without a DPF	<input type="checkbox"/>	<input type="checkbox"/>
Engine must meet Tier 4 Final requirements without a DEF system	<input type="checkbox"/>	<input type="checkbox"/>
Alternator to be a minimum 100 amp	<input type="checkbox"/>	<input type="checkbox"/>
Fuel capacity to be a minimum 18.4 Gallon, diesel	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic oil tank capacity to be a minimum 18.4 Gallon	<input type="checkbox"/>	<input type="checkbox"/>
Unit shall be supplied with a variable pitch reversing fan. Variable pitch to allow for faster heating in winter climate and reversing function for blowing debris from rear radiator area.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Drive</u>	YES	NO
Permanent 4 wheel hydrostatic drive	<input type="checkbox"/>	<input type="checkbox"/>
Unit should have 4 individual wheel motors.		
Drive to be fully hydrostatic with no mechanical shafts or axles.	<input type="checkbox"/>	<input type="checkbox"/>
Transmission to be hydrostatic	<input type="checkbox"/>	<input type="checkbox"/>
Machine to have 3 drive speeds Speed 1: 0 -12 mph Speed 2: 0 - 18 mph Speed 3: 0-25 mph	<input type="checkbox"/>	<input type="checkbox"/>
unit should have a hydraulic differential lock	<input type="checkbox"/>	<input type="checkbox"/>
minimum top speed 25 mph	<input type="checkbox"/>	<input type="checkbox"/>

2 separate drive modes: Road Mode - normal road driving Work Mode - constant engine speed but variable travel speed While in work mode the unit should have a creep speed/cruise control setting.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Driver Cabin</u>	<input type="checkbox"/>	<input type="checkbox"/>
Driver cabin tested in accordance with 167/2013/EC	<input type="checkbox"/>	<input type="checkbox"/>
Noise level in accordance with 167/2013/EC	<input type="checkbox"/>	<input type="checkbox"/>
Minimum cabin volume: 1.8 yd ³	<input type="checkbox"/>	<input type="checkbox"/>
Rubber mounts to reduce noise & vibration and improve driver comfort.	<input type="checkbox"/>	<input type="checkbox"/>
Air suspension seat with adjustable height, lateral position, back support, lumbar support, headrest and optional seat heating	<input type="checkbox"/>	<input type="checkbox"/>
Cab heating with recirculating air function and pollen filter on the fresh air intake	<input type="checkbox"/>	<input type="checkbox"/>
Adjustable heater vents for driver, windscreen and driver's feet	<input type="checkbox"/>	<input type="checkbox"/>
Integrated combined air-conditioning available as an optional extra -	<input type="checkbox"/>	<input type="checkbox"/>
Air-conditioning not externally roof mounted and does not increase the height of the machine	<input type="checkbox"/>	<input type="checkbox"/>
Dual color internal cabin light	<input type="checkbox"/>	<input type="checkbox"/>
Power assisted steering	<input type="checkbox"/>	<input type="checkbox"/>
Radio / CD / AUX	<input type="checkbox"/>	<input type="checkbox"/>
Adjustable height and reach steering column	<input type="checkbox"/>	<input type="checkbox"/>
2 speed wiper with intermittent function	<input type="checkbox"/>	<input type="checkbox"/>
rear view camera	<input type="checkbox"/>	<input type="checkbox"/>
Multi-functional joystick with safety interlock to prevent accidental operation when driver seat is vacated or engine is turned off	<input type="checkbox"/>	<input type="checkbox"/>
openable window in cab doors	<input type="checkbox"/>	<input type="checkbox"/>
LED work lights for greater visibility for night and winter operation	<input type="checkbox"/>	<input type="checkbox"/>

Door hinged at rear to allow free access for driver when machine is articulated (167/2013/EC)	<input type="checkbox"/>	<input type="checkbox"/>
Door keeper extensions to allow machine to be operated with the doors partially opened for improved ventilation in hot weather	<input type="checkbox"/>	<input type="checkbox"/>
<u>Brakes</u>	YES	NO
Power-assisted disc brakes for dynamic braking.	<input type="checkbox"/>	<input type="checkbox"/>
Multi disc parking brakes on front wheels with manual control	<input type="checkbox"/>	<input type="checkbox"/>
Brake will automatically engage when the driver seat is vacated or the engine is turned off	<input type="checkbox"/>	<input type="checkbox"/>
Parking brake override hand pump to release the parking brake and enable the machine to be towed in the event of breakdown or engine failure. The brake will reset itself once the engine is restarted.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Hydraulics and PTO</u>	YES	NO
Unit shall have load-sensing hydraulic pump tee'd to front and rear with 0 – 26.5 Gallon per minute for running hydraulically driven attachments.	<input type="checkbox"/>	<input type="checkbox"/>
It shall be possible to adjust the hydraulic flow from load sensing pump in cab on a digital dash.		
Unit shall be supplied with hydraulic cabin tilt for ease of service	<input type="checkbox"/>	<input type="checkbox"/>
Unit shall have built in hydraulic tilting of rear mounted load platform	<input type="checkbox"/>	<input type="checkbox"/>
Unit shall have hydraulic rotation of front mounted 3 point linkage with float function.	<input type="checkbox"/>	<input type="checkbox"/>
Unit shall have 3 color coded double acting functions controlled from the joystick		
Unit shall have two additional double acting functions controlled by lever valves with float.		
All hydraulic quick release adaptors shall be flat face type.	<input type="checkbox"/>	<input type="checkbox"/>
Unit shall have a front mechanical PTO for running attachments running at 1000 rpm	<input type="checkbox"/>	<input type="checkbox"/>
PTO shaft shall be fully covered so there can be no exposed spinning shaft running through the articulation point on the unit.	<input type="checkbox"/>	<input type="checkbox"/>
Cushioned stop start clutch for PTO with electric operation	<input type="checkbox"/>	<input type="checkbox"/>
<u>Suspension</u>	YES	NO

Torsion bar trailing arm spring and damper suspension on front and rear axles	<input type="checkbox"/>	<input type="checkbox"/>
Height adjustment for different size of tires	<input type="checkbox"/>	<input type="checkbox"/>
Anti-roll function to eliminate sideward leaning of the machine when operating off center attachments like a boom-arm mower	<input type="checkbox"/>	<input type="checkbox"/>
<u>Steering</u>	YES	NO
Hydrostatic articulated steering with +/-45 degrees center rotation	<input type="checkbox"/>	<input type="checkbox"/>
Articulation shall be driven by dual steering cylinders.	<input type="checkbox"/>	<input type="checkbox"/>
Heavy duty long-wearing center articulation bearings	<input type="checkbox"/>	<input type="checkbox"/>
Easily removable main articulation bearing assembly for maintenance	<input type="checkbox"/>	<input type="checkbox"/>
<u>Attachment Mounting & Capacities</u>	YES	NO
Category 1 and 2 front-mounted 3 point linkage with hydraulic lift and integrated float function.	<input type="checkbox"/>	<input type="checkbox"/>
Optional hydraulic rotation of front linkage with float function	<input type="checkbox"/>	<input type="checkbox"/>
Lifting capacity at front lifting hooks: minimum 2645 lb.	<input type="checkbox"/>	<input type="checkbox"/>
Top mounted rear attachment capability	<input type="checkbox"/>	<input type="checkbox"/>
Rear platform carrying capacity: minimum 2645 lb	<input type="checkbox"/>	<input type="checkbox"/>
Unit shall be capable of easy mounting/demounting of a rear dump body my means of 4 locking pins. No additional mounting frame shall be required.		
Easy access to all daily service check points even with top mounted rear attachments in place.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Paint Finish</u>	YES	NO
Fully powder coated chassis.	<input type="checkbox"/>	<input type="checkbox"/>
High quality heavy duty 2 coat powder paint system with minimum 2000 hours salt spray test	<input type="checkbox"/>	<input type="checkbox"/>
Zinc rich powder primer and a high gloss top powder coat.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Certification</u>	YES	NO
Machine is T2 type approved in accordance with directive 167/2013/EC to include the following:	<input type="checkbox"/>	<input type="checkbox"/>

Arm/Whole body vibration	<input type="checkbox"/>	<input type="checkbox"/>
Noise level driver's cab	<input type="checkbox"/>	<input type="checkbox"/>
Seat vibration	<input type="checkbox"/>	<input type="checkbox"/>
roll-over protection	<input type="checkbox"/>	<input type="checkbox"/>
Emissions	<input type="checkbox"/>	<input type="checkbox"/>
Steering test	<input type="checkbox"/>	<input type="checkbox"/>
Brake test (dynamic, parking, hydrostatic)	<input type="checkbox"/>	<input type="checkbox"/>
Glazing	<input type="checkbox"/>	<input type="checkbox"/>
Visibility	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical PTO protection	<input type="checkbox"/>	<input type="checkbox"/>
Horn	<input type="checkbox"/>	<input type="checkbox"/>
Tow bar	<input type="checkbox"/>	<input type="checkbox"/>
tires	<input type="checkbox"/>	<input type="checkbox"/>
CAT 1 and 2 front 3 point linkage	<input type="checkbox"/>	<input type="checkbox"/>
Noise level drive by	<input type="checkbox"/>	<input type="checkbox"/>
Lights	<input type="checkbox"/>	<input type="checkbox"/>
Seat belt test	<input type="checkbox"/>	<input type="checkbox"/>
Guards & protective devices (PTO protection)	<input type="checkbox"/>	<input type="checkbox"/>
Attachments		
1/2 yard dump body	<input type="checkbox"/>	<input type="checkbox"/>
1/3 yard drop spreader	<input type="checkbox"/>	<input type="checkbox"/>
60" angle plow	<input type="checkbox"/>	<input type="checkbox"/>
60" Hydraulic V-plow	<input type="checkbox"/>	<input type="checkbox"/>
49" PTO driven ribbon snow blower	<input type="checkbox"/>	<input type="checkbox"/>

Optional long loading chute	<input type="checkbox"/>	<input type="checkbox"/>
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INSTRUCTION TO BIDDERS

- I. PREPARATION OF BID PROPOSAL**
- II. IRREGULAR PROPOSALS**
- III. DELIVERY OF PROPOSALS**
- IV. ELECTRONIC BID FORMAT**
- V. WITHDRAWAL OF BID PROPOSAL**
- VI. PUBLIC OPENING OF BID PROPOSAL**
- VII. DISQUALIFICATION OF BIDDERS**
- VIII. CONSIDERATION OF PROPOSALS**
- IX. AWARD OF CONTRACT**
- X. CANCELLATION OF AWARD**
- XI. BID EVALUTAION**
- XII. LAWS, PERMITS & REGULATIONS**
- XIII. INSURANCE & LEGAL BUSINESS ENTITY**
- XIV. DEFAULT & TERMINATION OF CONTRACT**
- XV. OPENING BID RESULTS**
- XVI. BID FORM**

I. PREPARATION OF BID PROPOSAL

1. The Bidder shall submit her/his proposal upon the form(s) furnished by the City (attached). The bidder shall specify a unit price for each pay item. All figures shall be in ink or typed.
2. If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it, and initialed by the bidder, also with ink. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
3. The bidder's proposal must be signed with ink by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture, by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner. If the proposal is made by an individual, his name and post office address must be shown, by a partnership the name and post office address of each partnership member must be shown; as a joint venture, the name and post office address of each must be shown; by a corporation, the name of the corporation and its business address must be shown, together with the name of the state in which it is incorporated, and the names, titles, and business addresses of the President, Secretary, and Treasurer.
4. All questions shall be submitted in writing to and received by the Purchasing Agent at the above address, a minimum of 7 days prior to the scheduled bid opening. The Purchasing Agent, will then forward both the question and the city's response to the question to all known prospective bidders.

II. IRREGULAR PROPOSALS

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Owner or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain a unit price for each pay item listed, except in the case of authorized alternate pay items.

III. DELIVERY OF BID PROPOSALS

When sent by mail, the sealed proposal shall be addressed to the City of Rochester, Purchasing Agent, 31 Wakefield Street, Rochester, NH 03867. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals received after the time for opening of the bids will be returned to the bidder, unopened. Faxed bid proposals are not acceptable please see coversheet for instructions on emailed bids.

IV. ELECTRONIC BIDS: Due to Covid-19 the City of Rochester has incorporated an electronic bid process. If an electronic format is to be utilized specific submission instructions will be identified in the bid cover page.

V. WITHDRAWAL OF BID PROPOSALS

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

VI. PUBLIC OPENING OF BID PROPOSALS

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

VII. DISQUALIFICATION OF BIDDERS

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of her/his bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.

VIII. CONSIDERATION OF PROPOSALS

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and unit bid prices, the latter shall govern.
2. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the City, the best interest of the City of Rochester will be promoted thereby.
3. Bid results will be available on the website at www.rochesternh.net within 48 hours of the bid opening.

IX. AWARD OF CONTRACT

The City holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the City. If a contract is to be awarded, the Contractor/Vendor selection shall be based in part on possession of the necessary experience, organization, technical and professional qualifications, skills and facilities, reference checks, project understanding, approach, ability to comply with proposed or required time to completion or performance, licensing or certification, in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the City of Rochester. The successful bidder will be notified, by the form mailed to the address on his proposal, that his bid has been accepted and that he has been awarded the contract.

X. CANCELLATION OF AWARD

The City reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability or other claim against the City.

XI. BID EVALUATION

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's ability, capacity, and skill to perform within the specified time limits.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The quality, availability and adaptability of the supplies and materials sold.
4. The bidder's past performance.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future maintenance and/or services.
7. Any other applicable factors as the City determines necessary and appropriate (such as compatibility with existing equipment).

XII. LAWS, PERMITS AND REGULATIONS

1. The Contractor shall obtain and pay for all licenses and permits as may be required of him by law, and shall pay for all fees and charges for connection to outside services, and use of property other than the site of the work for storage of materials or other purposes.
2. The Contractor shall comply with all State and Local laws, ordinances, regulations and requirements applicable to work hereunder, including building code requirements. If the Contractor ascertains at any time that any requirement of this Contract is at variance with applicable laws, ordinances, regulations or building code requirements, she/he shall promptly notify the City of Rochester in writing.

XIII. INSURANCE & LEGAL BUSINESS ENTITY

1. Contractor and any related subcontractors will carry appropriate liability insurance, and be a legal business entity authorized to conduct business in the State of New Hampshire.

XIV. DEFAULT AND TERMINATION OF CONTRACT

If the Contractor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Fails to perform the work with sufficient workers and equipment, or with sufficient materials to assume prompt completion of said work; or
3. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable; or
4. Discontinues the prosecution of the work; or
5. Fails to resume work, which has been discontinued, within the time frames included in specifications; or
6. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
7. Makes an assignment for the benefit of creditors; or
8. For any other causes whatsoever, fails to carry on the work in an acceptable manner the City of Rochester will give notice, in writing, to the Contractor for such delay, neglect, and default.

If the Contractor does not proceed in accordance with the Notice, then the City of Rochester will have full power and authority without violating the Contract to take the prosecution of the work out of the hands of the Contractor. The City of Rochester may enter into an agreement for the completion of said Contract according to the terms and conditions thereof, or use such other methods as in the City's opinion will be required for the completion of said Contract in an acceptable manner.

All extra costs and charges incurred by the City of Rochester as a result of such delay, neglect or default, together with the cost of completing the work under the Contract will be deducted from any monies due or which may become due to said Contractor. If such expenses exceed the sum which would have been payable under the contract, then the Contractor shall be liable and shall pay to the City of Rochester the amount of such excess.

XV. OBTAINING BID RESULTS

Bid results will be available on the website at www.rochesternh.net within 48 hours of the bid opening.

Vendor Name: _____

Address: _____

Phone: _____ Fax# _____ Email: _____

Contact Person: _____

Authorized Signature: _____

Total should include price of sidewalk sweeper, attachments and accessories.

Sidewalk Tractor & Snow Blower	Description	Total bid Amount
Sidewalk Tractor Plow and Snow Blower	Model Year 2023 Cost New	\$

Bid results will be posted after 48 hours on the City of Rochester’s web site: www.rochesternh.net or will be available by request via email at the following address: purchasing@rohcesternh.net.